

**FREDERICKSBURG SEWER & WATER AUTHORITY  
MEETING MINUTES  
January 4, 2010**

The January 4, 2010 meeting was called to order by Chairman, Jim Heisey. Roll call was taken by Secretary Lorrie Wright. Those in attendance were Jim Heisey, Bob Webber, Leonard Snavely, Dale Bevans, and Kevin Organtini. Rick Rudy was absent for most of the meeting on personal business, but returned during the Solicitor's report. Also in attendance were Tony Fitzgibbons, Scott Lutz, Paul Lutzkanin, and Lorrie Wright. Jeff Steckbeck was not present.

**COMMENTS/COMPLAINTS**

None.

**REORGANIZATION**

**Chairman** – Dale Bevans made a motion to nominate Jim Heisey as Chairman. Leonard Snavely seconded the motion.

**Vice-Chairman** – Bob Webber made a motion to nominate Rick Rudy as Vice-Chairman. Dale Bevans seconded the motion.

**Secretary** – Kevin Organtini made a motion to nominate Lorrie Wright as Secretary. Bob Webber seconded the motion.

**Treasurer** – Kevin Organtini made a motion to nominate Lorrie Wright as Treasurer. Leonard Snavely seconded the motion.

The Board agreed to combine the position of Secretary/Treasurer.

**Representative to Bethel Twp. and Alternate** – Jim Heisey made a motion to nominate Dale Bevans as Representative to Bethel Twp. and Dale Bevans made a motion to nominate Jim Heisey as an Alternate. Leonard Snavely seconded the motion.

**Representative to Swatara Twp. and Alternate** – Jim Heisey made a motion to nominate Leonard Snavely as Representative to Swatara Twp. and Bob Webber made a motion to nominate Rick Rudy as an Alternate. Dale Bevans seconded the motion.

**Right-to-Know Officer** – Kevin Organtini made a motion to nominate Jim Heisey as Right-to-Know Officer. Bob Webber seconded the motion.

**Engineer** – Kevin Organtini made a motion to appoint Steckbeck Engineering as the Authority Engineer. Bob Webber seconded the motion.

**Solicitor** – Kevin Organtini made a motion to appoint Anthony Fitzgibbons as the Authority Solicitor. Leonard Snavely seconded the motion.

All voted in favor to the above and the motions carried.

**Financial Institution** – Bob Webber made a motion to retain the First National Bank of Fredericksburg, Jonestown Bank & Trust and Graystone Bank as the Authority's Financial Institutions. Leonard Snavely seconded the motion. All voted in favor and the motion carried.

**Board Members Hourly Rate** – Bob Webber made a motion to keep the hourly rate the same at \$15.75 per hour. Leonard Snavely seconded the motion. All voted in favor and the motion carried.

**Mileage** – Dale Bevans made a motion to set the mileage rate at 50 cents per mile. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

**Bond for Treasurer and Billing Clerk** – Kevin Organtini made a motion to authorize a bond for the Treasurer and Billing Clerk. Leonard Snavely seconded the motion. All voted in favor and the motion carried.

## **MEETING MINUTES**

The December 21, 2009 minutes were approved without objection.

## **TREASURER'S REPORT**

**Bills Payables** – Bob Webber made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$28,108.46, the Fredericksburg Water Payables in the amount of \$9241.23, and the Monroe Valley Sewer Payables in the amount of \$975.96. Leonard Snavely seconded the motion. All voted in favor and the motion carried.

**Financial Statement** – Dale Bevans made a motion to approve the financial statement as submitted. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

## **ENGINEER'S REPORT**

**General/Administrative** – Engineering continues to support the administrative staff as requested. There have been no issues to report since the last meeting.

**Fredericksburg Plant Expansion/South Fredericksburg** – Design work on the new treatment plant continues. A meeting was held with the Operations Committee on Thursday, December 10, 2009 to review the plant design. The committee approved the overall plant and building layout which will allow the start of design details of the process, erosion and sedimentation control, mechanical, electrical, plumbing and HVAC designs.

Engineering previously submitted the updated Erosion and Sediment Control plan which covered the installation of the water distribution and sewer collection lines in the South Fredericksburg service area. We are now in receipt of the NPDES permit from the Lebanon County Conservation District (LCCD).

**Well #\* - Water System Improvements** – Engineering is currently working on the design of the Pressure Reducing Valve pit (PRV).

The updated Erosion and Sediment Control plan was submitted to the LCCD in December and we have received the NPDES permit. This permit covers the water tower and PRV pit sites.

Engineering continues to address the letter from DEP regarding the Permit Application for the Water System Improvements and will respond as soon as possible. The NPDES permits from LCCD were required and both have been received. With the change of scope of the project, engineering now has to complete the design of the PRV pit as part of the response.

Engineering obtained quotes for two types of water treatment plant, traditional sand filter and high pressure membrane filters. These were discussed during the Operations Committee meeting and it was determined that more research needed

to be performed. Dave Lounsbury of TLC Environmental brought in two Kruger Product Managers, one representing each of the two technologies. This group met with Chairman Jim Heisey, Jeff Steckbeck and Paul Lutzkanin to present information on their respective technologies. DEP was consulted regarding the need for pilot studies and a copy of their response was presented to the Board for review. It has been determined that the sand filter technology would be the best fit for the Fredericksburg application.

The Board recessed for a brief Executive Session and returned.

### **SOLICITOR'S REPORT**

**L & L Pig Producers** – Tony Fitzgibbons updated the Board on the status of the discussions with the L&L Pig Producers. Bob Webber made a motion authorizing the solicitor to have Nelson Ebersole update the appraisal as if doing a condemnation. Leonard Snavelly seconded the motion. All voted in favor and the motion carried.

### **OFFICE MANAGER'S REPORT**

**Funck Sewer Reservation Agreement-** Paul Kilar submitted an updated Sewer Reservation Agreement for 2010 on behalf of Ray Funck. The updated agreement calls for 28 reserved EDU's instead of 30 EDU's in 2009. A check was received from Mr. Funck in the amount of \$10,080.00 to reserve those EDU's.

**Hillwood Sewer Reservation Agreement** – An invoice will be sent to Hillwood requesting payment for their 20 EDU's.

**Edden Associates** – The Board was informed that our agreement with Edden Associates has expired. The solicitor recommended that we could notify them that if they still want the remaining 16-18 EDU's they would have to pay an annual reservation fee until utilized. If not, they will have to purchase EDU's as available in the future.

**Maulfair Properties – 126 & 128 Walnut St.** – As a result of a pending water termination it was reported to the office that these two properties are connected to the same shut off. Therefore, the staff opted not to terminate the water service at 126 Walnut St. In reviewing the files, the inspection reports and drawings did not supply adequate information to determine how the two properties were connected. Mr. Maulfair, who constructed the dwellings at 126 & 128 Walnut St. entered into an agreement with the Authority that 126 Walnut St. would connect to a shut off on Walnut St. and 128 Walnut St. would connect to a separate shut off on Mechanic St. The Board instructed the staff to contact Mr. Maulfair and ask him to identify the water connections.

**Oak Ridge** – The Board was asked to consider raising the meter reading fee for Oak Ridge due to hazardous conditions surrounding the meter pit. The Board instructed the solicitor to send a letter to Dale Yingst stating that his meter is no longer compliant based on our regulations and AWWA standards. Therefore the meter must be replaced with an FSWA approved radio read meter. The Board will allow 90 days to install a radio read FSWA approved meter.

**Effective Date of Annual Pay Increase** – Rick Rudy made a motion to make the annual pay increase effective with the first full pay period of each year. Leonard Snavelly seconded the motion. All voted in favor and the motion carried. Employee health insurance reimbursement will be adjusted annually and effective with the first payroll of each year.

### **OPERATOR'S REPORT**

**Monroe Valley** – The staff is still waiting for Aqua Aerobics to come out and fix a valve. Mr. Heisey suggested that the operator contact Dave Lounsbury from TLC Environmental.

80,500 gallons of sludge was hauled in 2009.

UV bulbs were cleaned and the UV pit was cleaned.

**Fredericksburg Water System** – Crayola has installed a lock for the staff to use to gain access to the water tower.

The Fluoride system needed a repair parts so it's been working in a modified condition.

**Fredericksburg Sewer System** – Tanks were washed and sludge was hauled. 666,500 gallons of sludge was hauled in 2009.

The sludge truck was sanded and painted.

DEP inspection went well.

The main line on the siphon at the Legion was clogged. The staff corrected the matter.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

**Full Circle Mountain Development** – The Board was informed that Mr. Caporaletti will only start his development in Monroe Valley in 2012.

### **COMMITTEE REPORTS**

Mr. Heisey indicated that the Budget and Administration Committee will be combined and consist of Jim Heisey, Bob Webber and Kevin Organtini. Jim Heisey will chair this committee. The Operations Committee will consist of Rick Rudy, Leonard Snavelly and Dale Bevans. Rick Rudy will chair this committee. Mr. Rudy agreed to appoint a vice-chair so that meetings could be called in the event of his absence.

### **COMMENTS/COMPLAINTS**

None.

### **ADJOURNMENT**

A motion to adjourn the meeting was made by Bob Webber and seconded by Kevin Organtini. All voted in favor and the meeting was adjourned.

**Respectfully submitted,**

**Lorrie Wright,  
Secretary/Treasurer**